

## MEMORANDUM

April 21, 2008

TO: Arthur Holmes, Director, Department of Public Works and Transportation  
Tom Manger, Chief of Police, Montgomery County Police Department  
Carla Reid, Director, Department of Permitting Services  
Patrick Lacefield, Director, Public Information Office

FROM: Chris Cihlar, CountyStat Manager

SUBJECT: Follow-up steps outlined in the 4/18/2008 CountyStat meeting to be presented at the July 1, 2008 (tentative) CountyStat meeting

**The following items were identified for follow-up during the CountyStat meeting:**

1. Include the Montgomery County Fire and Rescue Service (MCFRS) and Tom Street, ACAO, in the Pedestrian Safety Steering Committee.  
Responsible party: Department of Public Works and Transportation (DPWT)  
Other parties involved: Pedestrian Safety Steering Committee members  
Deadline: May 1, 2008
2. Reconcile MCPD and MCFRS pedestrian collision data:
  - a. Determine how data is to be coded.
  - b. Establish a base year.
  - c. Assign responsibility for collecting and maintaining the data set.Responsible party: DPWT  
Other parties involved: Pedestrian Safety Steering Committee  
Deadline: June 3, 2008
3. After reconciling MCPD and MCFRS data, compare high incidence areas identified using MCPD data alone to high incidence areas identified using both MCPD and MCFRS data to ensure they are compatible.  
Responsible party: CountyStat  
Other parties involved: DPWT, MCPD, and MCFRS  
Deadline: June 3, 2008
4. Complete data analysis sheets developed by CountyStat for all high incidence areas identified using MCPD data and analyze for potential solutions that can be identified in the absence of available audit information.  
Responsible party: DPWT  
Other parties involved: CountyStat  
Deadline: June 10, 2008

5. Develop a process and timeline for implementation, monitoring, and reporting of pedestrian safety strategies in high incident areas.  
Responsible party: DPWT  
Other parties involved: none  
Deadline: May 1, 2008
6. Ensure that the traffic and pedestrian signals at Nicholson Court and Nicholson Lane are visible and not obscured by trees.  
Responsible party: DPWT  
Other parties involved: none  
Deadline: May 1, 2008
7. For lighting projects, determine high incidence areas of nighttime collisions and compare with the locations of daytime high incidence areas.  
Responsible party: CountyStat  
Other parties involved: DPWT and MCPD  
Deadline: June 3, 2008
8. Other follow-up items not related to Pedestrian Safety:
  - a. Document how the county identifies where streetlights are out and identify other mechanisms that could be used to better report on incidents of outages.
  - b. Document the time between when a streetlight is reported as out and when it is repaired.Responsible party: DPWT  
Other parties involved: none  
Deadline: June 10, 2008

cc: Timothy Firestine, Chief Administrative Officer  
Fariba Kassiri, Assistant Chief Administrative Officer